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**ROUND LAKE AREA LIBRARY
BOARD OF TRUSTEES
BOARD MEETING MINUTES
REGULAR MEETING
MEETING ROOM
(HYBRID VIRTUAL MEETING)
July 28, 2021 – 6:30 p.m.**

ANYONE WISHING EXTRA ASSISTANCE ATTENDING THIS VIRTUAL MEETING SHOULD CONTACT THE LIBRARY AT LEAST 24 HOURS BEFORE THE MEETING

All matters on the agenda may be discussed, amended, and acted upon, regardless of placement.

Zoom Login Information

Topic: Round Lake Area Library Board Meeting - July 28, 2021
Time: Jul 28, 2021 06:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/85082224056?pwd=K3pJNmRObytFMVhaQmZoWE1JMUd1dz09>

Meeting ID: 850 8222 4056

Passcode: 908205

One tap mobile

+13126266799,,85082224056#,,,,*908205# US (Chicago)

+13017158592,,85082224056#,,,,*908205# US (Washington DC)

1. **Call to Order:** President Anne Richmond called the meeting to order at 6:32 p.m. iPad Time

2. **Roll Call**

Bryan Beyersdorf	P	Kathy Oetker	A
Sarah Duby	P - via Zoom	Anne Richmond	P
Melanie Francisco	P	Carolina Schottland	P
Laura Frye	7:21 p.m. via Zoom		

Jim DiDonato, Executive Director	P
Marina Stevens, Assistant Director	P
Robbyn Allbee, Administrative Manager	P

3. **Pledge of Allegiance:** All present recited the Pledge of Allegiance

4. **Approval of Agenda**

Bryan Beyersdorf made a motion to approve the agenda, Carolina Schottland seconded. All Trustees attending, (Beyersdorf, Duby, Francisco, Richmond and Schottland), voted Aye. Motion Carried.

5. **Public Introductions and Comments**

The public is invited to provide comments at the beginning of each meeting. Any person or group wishing to speak is requested to sign in prior to the meeting, indicating the issue that they are addressing. The time for comments will be limited to three minutes per person. Please note that the Board will listen to the comments but may not take official action during this meeting. However, a member of the Board may give direction to staff following a presentation.

Jerry Dietz, Library Attorney, Sean Gilmartin, Head of Youth Services

6. **Approval of Minutes**

A. Approval of Minutes of Regular Board Meeting for June 23, 2021:

Melanie Francisco made a motion to approve the Minutes of the Regular Board Meeting for June 23, 2021, Bryan Beyersdorf seconded. All Trustees attending, (Beyersdorf, DUBY, Francisco, Richmond and Schottland), voted Aye. Motion Carried.

7. Financial Business

A. Bookkeeping Report

B. Vendor's List - Warrant # 769

Laura Frye made a motion to approve Warrant #769, Carolina Schottland seconded. On a Roll Call vote, all Trustees attending, (Beyersdorf, DUBY, Francisco, Frye, Richmond and Schottland), voted Aye. Motion Carried.

8. Communications

- Jim presented a letter from patron Patty Bukowski thanking the library for fantastic services throughout the pandemic.
- John Haliotis, Head of IT, updated the Board on his work during the Pandemic.

9. Library Director's Report

10. Action Items

A. Discussion and Possible Action on Addition of Public Participation Policy to Bylaws:

Carolina Schottland made a motion to approve adding a Public Participation Policy to Board Bylaws, revisiting this in August after adding clarification language provided by Jerry Dietz, including an option for write-in comments, and changing point of view to first person, Bryan Beyersdorf seconded. All Trustees attending, (Beyersdorf, DUBY, Francisco, Richmond and Schottland), voted Aye. Motion Carried.

B. DISCUSSION AND ACTION ON A RESOLUTION ADOPTING A TENTATIVE FORM OF AN ORDINANCE PROVIDING FOR BUDGET AND APPROPRIATIONS OF ROUND LAKE AREA PUBLIC LIBRARY DISTRICT, LAKE COUNTY, ILLINOIS FOR THE FISCAL YEAR BEGINNING JULY 1, 2021, AND ENDING JUNE 30, 2022:

Melanie Francisco made a motion to adopt Resolution 07-28-2021-TENT-BAO, providing for the Tentative B&A Ordinance, Bryan Beyersdorf seconded. On a Roll Call vote, all Trustees attending, (Beyersdorf, DUBY, Francisco, Richmond and Schottland), voted Aye. Motion Carried.

C. Discussion and Possible Action on Scheduling Budget and Appropriation Hearing:

Bryan Beyersdorf made a motion to schedule the Budget and Appropriation Hearing for September 22, 2021 at 6:25 p.m. in the library's Meeting Room. Sarah DUBY seconded. All Trustees attending, (Beyersdorf, DUBY, Francisco, Richmond and Schottland), voted Aye. Motion Carried.

D. Discussion and Possible Action on Minimum Wage and Salary Compression Adjustment Plan:

Melanie Francisco made a motion to approve a plan that provides a \$1.00/hour increase for anyone earning less than Minimum Wage and everyone else an \$0.85/hour increase effective January 1, 2022 with this same increase added each January 1st in 2023 and 2024, for a total of three years for this plan to meet Illinois Minimum Wage requirements and address salary compression, with the understanding this plan may be adjusted within that time frame. Bryan Beyersdorf seconded. On a Roll Call vote, the following Trustees, (Beyersdorf, DUBY, Francisco, and Richmond), voted Aye. Carolina Schottland and Laura Frye voted Nay. Motion Carried

11. Executive Session : None

12. General Good and Welfare

13. Adjournment: President Anne Richmond adjourned the meeting at 8:09 p.m. iPad time

Respectfully Submitted,

Name: _____ Date: _____
Robbyn Allbee, Recording Secretary

Name: _____ Date: _____
Kathy Oetker,
Secretary, Library Board of Trustees